



Space Family Education, Inc.

2101 Nasa Road 1, Bldg 211/AHD • Houston, Texas 77058
(281) 483-4734

Accredited by the
National Academy
of Early Childhood
Programs



March 1, 2005

Dear SFEI Parents:

I would like to convey our thanks to the many members who attended our budget meeting Monday February 28, 2005. We were able to discuss various options for dealing with our short and long-term budget issues and gather numerous inputs from the members present as to their preferences for how to resolve these issues. Based on the inputs received at the meeting, the Board has determined that it is advisable to implement a tuition increase, effective April 4, 2005, of \$10 per child per week. This memo will serve as the 30 day notice required by our SFEI by-laws for a tuition increase.

At the meeting, it was agreed that no services would be cut, we will not rely on the summer camp revenue to subsidize the main school, and that we will build up our cash reserve.

The SFEI Budget committee will continue to work to analyze the projected income and expenses to determine if the full amount of the tuition increase needs to continue permanently or if a combination of a more modest tuition increase combined with other measures is a more palatable solution to the membership. It is anticipated that a combination of income-generating or cost-saving measures equivalent to this \$10 per child per week solution will be required to ensure our continued financial health.

We are actively recruiting members for the SFEI Budget committee to determine the long term budget strategy and would particularly like to have participation from anyone with an accounting or financial planning background. The SFEI Budget committee will prepare a final recommendation to be presented to the membership this summer for further review and comment by the membership and action by the SFEI Board. Please contact Jennifer Mason, SFEI Treasurer, at (281) 483-2424 if you are able to serve on this committee.

We appreciate your patience and welcome your involvement in this process. We realize that any tuition increase is never pleasant but hope that you will continue to realize the outstanding value of the childcare provided at our center and accept the increase with that in mind.

Board of Directors

President Susan Gomez	Vice President Erica Vandersand	Treasurer Jennifer Mason	Secretary Louis Nguyen	Policies and Procedures Jennifer Lewis	Executive Director Kristy Hirning
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The new tuition rates are as follows:

	WEEKLY	MONTHLY
Room 1	\$164	\$710
Rooms 2,3	\$157	\$680
Room 4	\$137	\$593
Rooms 5,6,7,8	\$132	\$572
Room 9	\$134	\$580

Thank You,

Jennifer Mason
SFEI Treasurer

Board of Directors

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